
Rules of Department of Economic Development

Division 140—Division of Finance Chapter 30—Mortgage Broker Rules

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**Title 4—DEPARTMENT OF
ECONOMIC
DEVELOPMENT
Division 140—Division of Finance
Chapter 30—Mortgage Broker Rules**

4 CSR 140-30.010 Definitions

PURPOSE: This rule establishes definitions for use in Chapter 4 CSR 140-30 Mortgage Broker Rules.

(1) As used in Chapter 4 CSR 140-30 Mortgage Broker Rules, the definitions in section 443.803, RSMo shall apply and, in addition—

(A) “Act” means the Residential Mortgage Brokers License Act, sections 443.800 through 443.893, RSMo;

(B) “Assisting” or “helping” as used in section 443.803.1(17), RSMo shall not include activities undertaken by a person in pursuit of such person’s licensed profession or occupation including, but not limited to insurance producer, attorney at law, certified public accountant, land surveyor, or professional engineer;

(C) “Commissioner” means the commissioner of finance (director of the Division of Finance) or agent thereof;

(D) “Control” means the power to, directly or indirectly, affect the voting interest of twenty-five percent (25%) or more of any class of the outstanding voting shares, or partnership interest or limited liability company interest, of a licensee;

(E) “Document” for purposes of section 443.891, RSMo shall include all business and financial documents and all books and records of any type or kind whatsoever;

(F) “First tier subsidiary” shall include any corporation or limited liability company which is owned or controlled by a bank and that has its principal place of business in Missouri;

(G) “Material” shall include, but not be limited to, a misstatement or omission of fact which, if it had not been misstated or omitted, may have altered the decision, approval, determination, or finding made by the commissioner or may have caused the commissioner to act or consider acting pursuant to any of the powers vested in the commissioner;

(H) “Principal place of business” means the principal place of business of the subsidiary’s parent;

(I) “Principal shareholder” means person or entity that owns or controls ten percent (10%) or more of any class of stock of the applicant or person or entity, other than a depository institution that lends, provides or

infuses funds to or into the applicant in an amount equal to, or more than, ten percent (10%) of the applicant’s net worth;

(J) “State” means the state of Missouri; and

(K) “Wholesale mortgage lender” shall mean an entity or person engaged solely in purchasing existing loans without participating in the application process, negotiation or credit decision; any entity or person who provides the money for what is commonly known as “table funding” is ordinarily not a wholesale mortgage lender.

AUTHORITY: sections 443.847, 443.869(7) and 443.887, RSMo Supp. 1996. Emergency rule filed Nov. 25, 1996, effective Dec. 5, 1996, expired June 27, 1997. Original rule filed Nov. 25, 1996, effective May 30, 1997.*

**Original authority: 443.847, RSMo 1994, amended 1995; 443.869(7), RSMo 1994, amended 1995; and 443.887, RSMo 1994, amended 1995.*

4 CSR 140-30.030 Licensing

PURPOSE: This rule establishes guidelines for the licensing of mortgage brokers.

(1) Application for Missouri Residential Mortgage Brokers License.

(A) Applications for a license shall be in a form prescribed by the commissioner and shall include a nonrefundable license investigation fee which shall be set by the commissioner from time-to-time, not to exceed five hundred dollars (\$500).

(B) Failure to meet a request for additional information within ten (10) business days may result in denial of the application. A denial under such circumstances shall not affect subsequent applications filed with the appropriate investigation fee.

(2) Initial and Renewal Missouri Residential Mortgage Brokers Licenses.

(A) Upon approval of an initial brokers license, the commissioner shall collect a nonrefundable license fee, which shall be set by the commissioner from time-to-time, not to exceed one thousand dollars (\$1,000).

(B) Applications for renewal of a license shall be in a form prescribed by the commissioner. Such completed renewal application shall be received by the commissioner at least sixty (60) days prior to such licensee’s biennial renewal date. Upon approval of a biennial renewal of a brokers license, the commissioner shall collect a nonrefundable renewal license fee, which shall be set from time-to-time by the commissioner, not to exceed two thousand dollars (\$2,000), half

upon issuance of the license, and the balance one (1) year thereafter.

(3) Amended License Fees—Corporate Changes. The commissioner shall collect an amended license fee not to exceed five hundred dollars (\$500) for each amended license required by 4 CSR 140-30.040 and for each notice of change of officers or directors or change of name or address, a fee of fifty dollars (\$50).

(4) Duplicate Original License Fees. The commissioner shall collect a duplicate original license fee of fifty dollars (\$50) for each duplicate original license issued.

(5) Additional Full Service Office. Each licensee which intends to operate and maintain an additional full service office, shall file a Notice of Intent to Establish an Additional Full Service Office, on a form prescribed by the commissioner, thirty (30) days prior to the proposed operation; the commissioner shall collect a fee of ten dollars (\$10) at the time the notice is filed.

(6) Waiver of License Fee. Applicants which intend to request a waiver of fees per section 443.837, RSMo shall file such request at least sixty (60) days prior to the licensing or renewal date.

AUTHORITY: sections 443.847, 443.869(7) and 443.887, RSMo Supp. 1996. Emergency rule filed Nov. 25, 1996, effective Dec. 5, 1996, expired June 2, 1997. Original rule filed Nov. 25, 1996, effective May 30, 1997.*

**Original authority: 443.847, RSMo 1994, amended 1995; 443.869(7), RSMo 1994, amended 1995; and 443.887, RSMo 1994, amended 1995.*



IN THE MISSOURI DIVISION OF FINANCE

RESIDENTIAL MORTGAGE BROKERS LICENSE ACT

APPLICATION FORM TO OPERATE AS A RESIDENTIAL MORTGAGE BROKER LICENSEE

PART I - GENERAL

This application must be TYPED.

(Check appropriate box)

- APPLICATION FOR NEW LICENSE APPLICATION FOR RENEWAL LICENSE
- APPLICATION FOR CHANGE OWNERSHIP/CONTROL

LICENSE NUMBER _____

APPLICANT/LICENSEE NAME _____

ADDRESS _____

CITY, STATE, ZIP _____, _____, _____

CONTACT PERSON/TITLE _____

CONTACT PHONE (____) _____ - _____ FAX NUMBER (____) _____ - _____

CHANGES ON APPLICATION FROM PREVIOUS YEAR:

(Check appropriate box)

- LICENSEE NAME ADDRESS
- DIRECTOR(S)/OFFICER(S) PHONE NUMBER
- CONTACT PERSON

Application for a license to operate as a residential mortgage broker licensee must be on this form.

The application must be executed by the owner if the applicant/licensee is a sole proprietorship, by all partners if the applicant/licensee is a partnership, by all directors if the applicant/licensee is a corporation, or by all members if the applicant is an association.

PART I - GENERAL (continued)

This form must be filed with the Division of Finance, Mortgage Brokers Section, Harry S Truman State Office Building, Room 630, P.O. Box 716, Jefferson City, Missouri 65102-0716.

The statements contained in the application form must be accurate as of date of execution. EVERY QUESTION MUST BE ANSWERED. "N/A" should be used if not applicable.

This form is authorized by the Residential Mortgage Brokers License Act, Section 443.800, et seq. ("Act"), and by the 4 CSR 140-30 series of regulations. Terms contained in this form shall be construed as defined at Section 443.803. Cited regulations are indicated by section reference.

APPLICATION FOR A NEW MISSOURI RESIDENTIAL MORTGAGE BROKERS LICENSE

Any person, association, corporation or partnership (other than those entities exempt by Section 443.803.1(8) of the Act) intending to operate as a licensee shall file an Application for a Missouri License. Each NEW APPLICATION shall be accompanied by a *non-refundable* investigation fee of \$300.00. Upon completion of an investigation and final approval, a license fee of \$700.00 shall be paid to the Division of Finance.

RENEWAL APPLICATION FOR A MISSOURI RESIDENTIAL MORTGAGE BROKERS LICENSE

Each applicant for a RENEWAL of a Missouri Residential Mortgage Brokers License shall file a RENEWAL APPLICATION. Such completed renewal application shall be received by the Commissioner no later than sixty (60) days prior to such licensee's renewal date. Upon approval, a *non-refundable* license fee of \$1,400.00 shall be due the Division of Finance, of which \$700.00 shall be paid upon the issuance of the license, and the second installment of \$700.00 one year after the effective license date.

PART II - APPLICANT/LICENSEE INFORMATION

1.(a) FULL LEGAL NAME OF APPLICANT/LICENSEE:

1.(b) CHECK ONE OF THE FOLLOWING BOXES TO INDICATE THE TYPE OF FIRM:

SOLE PROPRIETORSHIP PARTNERSHIP CORPORATION ASSOCIATION

1.(c) IF OPERATING BUSINESS UNDER A FICTITIOUS NAME, LIST NAME HERE:

AND ATTACH COPY OF FICTITIOUS NAME CERTIFICATE FROM SECRETARY OF STATE'S OFFICE.



PART II - APPLICANT/LICENSEE INFORMATION (continued)

2.(a) IF ANY JUDGMENTS HAVE BEEN ENTERED AGAINST APPLICANT/LICENSEE, LIST HERE AND DESCRIBE ON A SEPARATE SHEET OF PAPER:

2.(b) IF ANY PETITIONS FOR BANKRUPTCY IN THE PRECEDING TEN YEARS, EITHER VOLUNTARY OR INVOLUNTARY, HAVE BEEN FILED CONCERNING APPLICANT/LICENSEE, PLEASE LIST HERE AND DESCRIBE ON A SEPARATE SHEET OF PAPER:

2.(c) LIST THE TITLE(S) AND CASE NUMBER(S) AND A BRIEF DESCRIPTION OF ALL PENDING LITIGATION FILED IN THE STATE OF MISSOURI INVOLVING THE APPLICANT/LICENSEE: (Attach additional sheets if required.)

2.(d) IF APPLICANT/LICENSEE HAS BEEN CONVICTED, INDICTED OR PLEADED NOLO CONTENDRE ON ANY CRIMINAL MATTER INVOLVING DISHONESTY OR BREACH OF TRUST IN ANY STATE OR FEDERAL COURT, PLEASE LIST CASE NUMBER HERE AND DESCRIBE ON A SEPARATE SHEET OF PAPER.

3. PLEASE ATTACH RESUME AND FINANCIAL STATEMENT (Forms provided) FOR ALL OFFICERS AND DIRECTORS, PROPRIETORS, PARTNERS AND PRINCIPAL SHAREHOLDERS OF THE BUSINESS.



PART II - APPLICANT/LICENSEE INFORMATION (continued)

4.(a) PLEASE LIST THE NAME OF CHIEF OPERATING OFFICER, OR CHIEF EXECUTIVE OFFICER: (IF THE ADDRESS IS THE SAME AS ON PAGE 1 COMPLETE ONLY NAME AND TITLE AND PHONE.)

Name _____ Title _____

Business Phone (_____) _____ - _____

Address _____

City, State, Zip _____, _____, _____

4.(b) FULL SERVICE MISSOURI OFFICE(S) (if different from that listed on page 1):

Address _____

City, State, Zip _____, _____, _____

Business Phone (_____) _____ - _____

4.(c) ADDRESSES AND TELEPHONE NUMBERS OF ALL ADDITIONAL OFFICES IN MISSOURI: (Attach additional sheets if required.)

Name - office _____

Address _____

City, State, Zip _____, _____, _____

Contact name/title _____

Business Phone (_____) _____ - _____

Name - office _____

Address _____

City, State, Zip _____, _____, _____

Contact name/title _____

Business Phone (_____) _____ - _____



PART II - APPLICANT/LICENSEE INFORMATION (continued)

5. LOCATION OF BOOKS AND RECORDS OF LICENSEE: (If address is the same as on page 1, then you may just list the contact person and phone number.)

5.(a) Accounting Records:

Contact-Person _____

Contact-Phone _____

Address _____

City, State, Zip _____, _____, _____

5.(b) Mortgage Records (Loan Files, Servicing Files, Secondary Marketing Files): (Attach additional sheets if required.)

Contact-Person _____

Contact-Phone _____

Address _____

City, State, Zip _____, _____, _____

6. LIST ALL INDEPENDENT BROKERS OR AGENTS WHO ARE COMPENSATED IN ANY MANNER BY YOU OR YOUR FIRM FOR ASSISTANCE IN THE PERFORMANCE OF ACTIVITIES REGULATED BY THIS ACT. (Attach additional sheets if required.)

Name _____

Address _____

City, State _____, _____

Zip _____ Business Phone (_____) _____ - _____

Social Security # OR Federal Employer Identification # _____

Name _____

Address _____

City, State _____, _____

Zip _____ Business Phone (_____) _____ - _____

Social Security # OR Federal Employer Identification # _____

Name _____

Address _____

City, State _____, _____

Zip _____ Business Phone (_____) _____ - _____

Social Security # OR Federal Employer Identification # _____



PART II - APPLICANT/LICENSEE INFORMATION (continued)

Name _____
 Address _____
 City, State _____,
 Zip _____ Business Phone (_____) _____ - _____
 Social Security # OR Federal Employer Identification # _____

Name _____
 Address _____
 City, State _____,
 Zip _____ Business Phone (_____) _____ - _____
 Social Security # OR Federal Employer Identification # _____

6.(a) CHECK THE FOLLOWING BOX(ES) TO INDICATE YOUR ACTIVITIES IN MISSOURI: (If more than one applies, please provide % for each activity.)

- | | |
|---|--|
| <input type="checkbox"/> BROKERING _____ % | <input type="checkbox"/> ORIGINATING (FUNDING) _____ % |
| <input type="checkbox"/> SERVICING _____ % | <input type="checkbox"/> PURCHASING _____ % |
| <input type="checkbox"/> OTHER, EXPLAIN _____ % _____ | |

7. PLEASE INDICATE TO WHICH LENDERS APPLICATIONS ARE BROKERED. YOU MUST INCLUDE THE LICENSE NUMBER, OR INDICATE THAT THEY ARE EXEMPT. (Attach additional sheets if required.)

Name _____
 Address _____
 City, State, Zip _____,
 Business Phone (_____) _____ - _____ License # _____

Name _____
 Address _____
 City, State, Zip _____,
 Business Phone (_____) _____ - _____ License # _____

Name _____
 Address _____
 City, State, Zip _____,
 Business Phone (_____) _____ - _____ License # _____



PART II - APPLICANT/LICENSEE INFORMATION (continued)

8.(a) DO YOU OWN AT LEAST 5% OR MORE OF:

(Check appropriate answers.)	YES	NO
A TITLE COMPANY?	<input type="checkbox"/>	<input type="checkbox"/>
AN APPRAISAL COMPANY?	<input type="checkbox"/>	<input type="checkbox"/>
A REAL ESTATE COMPANY?	<input type="checkbox"/>	<input type="checkbox"/>
A CREDIT REPORT COMPANY?	<input type="checkbox"/>	<input type="checkbox"/>
A CREDIT SERVICE (CREDIT REPAIR) COMPANY?	<input type="checkbox"/>	<input type="checkbox"/>

If yes, please give name, address, and relationship with entity: _____

8.(b) HAS THE LICENSEE HAD BORROWINGS FROM A TITLE COMPANY OR REAL ESTATE DEVELOPER? IF SO, PLEASE LIST THE NAME, ADDRESS, PHONE NUMBER, AND CONTACT PERSON OF ENTITY. _____

9. LIST ALL OTHER BUSINESS LICENSES (MISSOURI OR OTHER STATES) CURRENTLY HELD BY YOU OR YOUR FIRM:

10. LIST ALL LICENSES WHICH YOU OR YOUR FIRM HAVE APPLIED FOR AND BEEN DENIED AND/OR ANY AND ALL LICENSES ISSUED TO YOU OR YOUR FIRM WHICH WERE SUBSEQUENTLY SUSPENDED OR REVOKED:



PART II - APPLICANT/LICENSEE INFORMATION (continued)

11. LIST ALL STATES IN WHICH YOU ARE LICENSED TO ENGAGE IN, OR ARE ENGAGED IN, MORTGAGE BROKER ACTIVITY.

12. HAS THE LICENSEE REPURCHASED ANY LOANS IT FUNDED SINCE THE LAST RENEWAL APPLICATION WAS FILED?

YES NO N/A

IF YES, FROM WHOM REPURCHASED: _____

WHEN? _____ HOW MUCH? (\$) _____ HOW MANY LOANS? _____

13. DATE FISCAL YEAR ENDS: _____

14. INDEPENDENT AUDIT FIRM INFORMATION:

Name _____
Address _____
City, State, Zip _____,
Business Phone (_____) _____ - _____

15. NEW LICENSEES: PLEASE ATTACH ARTICLES OF INCORPORATION (IF APPLICABLE). RENEWAL: IF ARTICLES HAVE BEEN AMENDED, PLEASE ATTACH AMENDED COPY.

16. PRIMARY BANK INFORMATION:

Name _____
Address _____
City, State, Zip _____,
Telephone Number (_____) _____ - _____
Account Number _____

PART II - APPLICANT/LICENSEE INFORMATION (continued)

17. UNDER PENALTY OF PERJURY, I (WE) STATE THAT ALL OF THE FOREGOING IS TRUE AND CORRECT TO THE BEST OF MY (OUR) KNOWLEDGE AND FURTHER STATE THAT AS THE APPLICANT/LICENSEE:

(a) Will maintain at least one full-service office within the state of Missouri as provided in section 443.857;

(b) Will maintain staff reasonably adequate to meet the requirements of Section 443.857;

(c) Will keep and maintain for thirty-six months the same written records as required by the federal Equal Credit Opportunity Act, 15 U.S.C. 1691, et seq., and any other information required by regulations of the director regarding any home mortgage in the course of the conduct of the applicant's residential mortgage business;

(d) Will file with the director, when due, any report or reports which the applicant is required to file under any of sections 443.800 to 443.893;

(e) Will not engage, whether as principal or agent, in the practice of rejecting residential mortgage applications without reasonable cause, or varying terms or application procedures without reasonable cause, for home mortgages on real estate within any specific geographic area from the terms or procedures generally provided by the licensee within other geographic areas of the state;

(f) Will not engage in fraudulent home mortgage underwriting practices;

(g) Will not make payments, whether directly or indirectly, of any kind to any in-house or fee appraiser of any government or private money lending agency with which an application for a home mortgage has been filed for the purpose of influencing the independent judgment of the appraiser with respect to the value of any real estate which is to be covered by such home mortgage;

(h) Has filed tax returns, both state and federal, for the past three years or filed with the director a personal, an accountant's or attorney's statement as to why no return was filed;

(i) Will not engage in any discriminating or redlining activities prohibited by section 443.863;

(j) Will not knowingly misrepresent, circumvent or conceal, through whatever subterfuge or device, any of the material particulars, or the nature thereof, regarding a transaction to which the applicant is a party which could injure another party to such transaction;

(k) Will disburse funds in accordance with the applicant's agreements through a licensed and bonded disbursing agent or licensed real estate broker;

(l) Has not committed any crime against the laws of this state, or any other state or of the United States, involving moral turpitude, fraudulent or dishonest dealings and that no final judgment has been entered against the applicant in a civil action upon grounds of fraud, misrepresentation or deceit which has not been previously reported to the director;

(m) Will account or deliver to any person any personal property, including, but not limited to, money, funds, deposits, checks, drafts, mortgages, any other document or thing of value, which has come into the applicant's possession and which is not the applicant's property or which the applicant is not in law or equity entitled to retain under the circumstances, at the time which has been agreed upon or is required by law, or, in the absence of a fixed time, upon demand of the person entitled to such accounting and delivery;

(n) Has not engaged in any conduct which would be cause for denial of a license;

(o) Has not become insolvent;

(p) Has not submitted an application for a license under the provisions of sections 443.800 to 443.893 which contains a material misstatement;

(q) Has not demonstrated by a course of conduct, negligence or incompetence in the performance of any activity for which the applicant is required to hold a license under sections 443.800 to 443.893;

(r) Will advise the director in writing of any changes to the information submitted on the most recent application for license within forty-five days of such change. The written notice must be signed in the same form as the application for the license being amended;

(s) Will comply with the provisions of sections 443.800 to 443.893, or with any lawful order, rule or regulation made or issued under the provisions of sections 443.800 to 443.893;



PART II - APPLICANT/LICENSEE INFORMATION (continued)

(t) When probable cause exists, will submit to periodic examinations by the director as required in sections 443.800 to 443.893; and

(u) Will advise the director in writing of any judgments entered against, and bankruptcy petitions by, the license applicant within five days of the occurrence of the judgment or petition.

SIGNATURE(S) OF PERSON(S) REQUIRED TO EXECUTE THIS APPLICATION FORM (IN ACCORDANCE WITH INSTRUCTIONS ON PAGE 1 OF THIS APPLICATION FORM)

X 1) Signature _____ Title _____

X 2) Signature _____ Title _____

X 3) Signature _____ Title _____

X 4) Signature _____ Title _____

SIGNATURES MUST BE NOTARIZED.

STATE OF _____, Subscribed and sworn to before me this _____

COUNTY OF _____, day of _____, _____.

NOTARY SIGNATURE _____

PART III - ACCESS TO AUDIT WORKPAPERS, CREDIT RECORDS AND LAW ENFORCEMENT INFORMATION

RELEASE OF AUDIT WORKPAPERS

Dear _____
(Certified Auditing Firm's Name)

Upon request from the Commissioner of Finance for the State of Missouri, you are hereby authorized to release to the Commissioner, or his designee, Audit Workpapers prepared in connection with your examination of our financial statements as of _____. Pursuant with the Act, the workpapers may be reproduced as the Commissioner deems necessary.

Sincerely,

X _____
By: _____ Title _____

Licensee Name _____ Date _____



PART III - ACCESS TO AUDIT WORKPAPERS, CREDIT RECORDS AND LAW ENFORCEMENT INFORMATION (continued)

ACCESS TO CREDIT REPORTS AND LAW ENFORCEMENT INFORMATION

I hereby authorize the Commissioner of Finance to conduct a financial and business responsibility background check, including a check of criminal records, as may be required. (See instructions on page 1 regarding required signatures.)

X 1)	_____	_____	_____
	Signature	Title	Date
X 2)	_____	_____	_____
	Signature	Title	Date
X 3)	_____	_____	_____
	Signature	Title	Date
X 4)	_____	_____	_____
	Signature	Title	Date

Each required signatory must also complete the following Missouri State Highway Patrol form "REQUEST FOR CRIMINAL RECORD CHECK".



REQUEST FOR CRIMINAL RECORD CHECK

Reference No. _____
(office use only)

SHP-158D 9/93 - Please print or type.

Name (last, first, middle) _____

(maiden/alias) _____ Date of Birth _____

Sex: male female Race _____ Social Security No. _____

Address _____

I authorize the release of any criminal history record information to the requestor.

Signature (optional) _____

It is the responsibility of the requestor to inform the Central Repository of the records that are desired and to provide the information necessary to conduct the appropriate search.

PURPOSE

Employment *Child Care* *Nursing Home* *Home Health Care* *Other Employment*
Licensing *Other (specify)* _____

SEND REPLY TO

Telephone (include area code) _____

Missouri State Highway Patrol
Criminal Records and Identification Division
Post Office Box 568
Jefferson City, MO 65102



MISSOURI RESIDENTIAL MORTGAGE BROKERS BOND

BOND NO. _____

KNOW ALL MEN BY THESE PRESENTS, That _____ of the City of _____, County of _____, State of _____, as obligor and principal, and _____, as surety, are held and firmly bound unto the Commissioner of Finance for the State of Missouri in the penal sum of \$20,000 for the use of the Commissioner and of any person or persons who may have a claim against the said obligor arising out of the supervised business described in Sections 443.800 - 443.893 RSMo Supp. (1995), and amendments thereto, for payment of which, well and truly to be made, we jointly and severally bind ourselves, our heirs, executors, administrators, assigns, and successors firmly by these presents.

THE CONDITIONS OF THE ABOVE OBLIGATIONS ARE SUCH, That, Whereas, the above-named _____, has applied for a License to conduct a business at _____ in the City of _____, County of _____, Missouri, under the provisions of Sections 443.800 - 443.893 RSMo Supp. (1995).

NOW, the condition of the foregoing obligation is such that if the obligor and agents will faithfully conform to and abide by the provisions of this statute and will honestly and faithfully apply all funds received and perform all obligations and undertakings under the aforesaid statute and will pay to the State and to any person all money that becomes due and owing to the Commissioner or to such person under the provisions of the aforesaid statute, then this obligation to be void; otherwise to remain in full force and effect.

This obligation shall be deemed automatically renewed on an annual basis absent notice otherwise. If the surety herein shall so elect, this bond may be conditionally cancelled at any time by the surety herein by filing with the Commissioner of Finance of the State of Missouri a sixty (60) days written notice and shall not be discharged from any liability already accrued under this bond or which shall accrue herein before the expiration of said sixty (60) day period. Further, in no event shall the aggregate liability of the surety exceed the penal sum specified herein.

IN WITNESS WHEREOF, we have duly executed the foregoing obligation this _____ day of _____, 19____, to be effective on the _____ day of _____ A.D., 19____.

(CORPORATE SEAL)

Principal (Seal)

ATTEST:

By _____ (Seal)

By _____ (Seal)

(Seal)

(Seal)

Secretary

By _____ (Seal)
Attorney in Fact

(CORPORATE SEAL)

Address of Surety



STATE OF MISSOURI
DIVISION OF FINANCE

P.O. BOX 716
JEFFERSON CITY, MO 65102

MORTGAGE BROKER IRREVOCABLE LETTER OF CREDIT

Requirements for completing form:

- 1. Issued by a Federally insured banking institution.
- 2. Signed by banking institution official.
- 3. Signed by applicant (licensee).
- 4. Must be notarized.
- 5. Authorization for Release of Confidential Information must be completed (See reverse side of this form).

AMOUNT (U.S. CURRENCY) \$	LETTER OF CREDIT NUMBER	DATE OF ISSUANCE
------------------------------	-------------------------	------------------

At the Request of (Licensee's Name) _____

Doing Business as _____

of (County) _____ State of _____

We hereby issue our irrevocable letter of credit, in favor of the Commissioner of Finance in the sum of \$20,000 available by the Commissioner of Finance's demand for payment.

Demands under this irrevocable letter of credit must be accompanied by a statement from the Commissioner of Finance that the mortgage broker licensee, has failed to perform its obligations faithfully and in accordance with Sections 443.800 to 443.893 RSMo.

This obligation shall be deemed automatically renewed on an annual basis absent notice otherwise. The issuing banking institution may cancel the letter of credit on the anniversary date and be released of future liability hereunder by delivering sixty (60) days prior written notice to the Division of Finance at the address shown above. Cancellation shall not affect any liability incurred and accrued hereunder prior to the termination of the sixty (60) day period, provided that drafts drawn hereunder must be tendered within 24 months of the termination date. This letter of credit will be retained until the end of the 24 month period.

We hereby engage with you that demands made in conformity with the terms of this credit will be duly honored on presentation.

In witness whereof, we have duly executed the foregoing this _____ day of _____ 19_____.

Issuing Bank Institution _____

Address (Street, City, State, Zip Code) _____

Bank Routing Transit Number _____

By: Signature and Title of Bank Official _____

State of Missouri)
County of _____) ss.

On this _____ day of _____, 19____, before me _____, a Notary Public in and for said state, personally appeared _____ known to me to be the person who executed this irrevocable letter of credit and acknowledge to me that he/she executed the same for the purposes therein stated. My Commission expires on the _____ day of _____, 19_____.

Notary Public



AUTHORIZATION FOR RELEASE OF CONFIDENTIAL INFORMATION

Banking Institution Name _____

Letter of Credit Number _____

I hereby authorize release of confidential information to the above named banking institution for the purpose of making demand for payment on the letter of credit specified above as long as the obligation remains in force and effect. Release of this information to the named banking institution does not give the banking institution authority to request information other than information concerning the breaches for which a demand for payment is being made. I also release the Commissioner of Finance and Division of Finance personnel from any and all liability pursuant to any disclosure to this banking institution of confidential information resulting from release of subject information under Sections 361.070 and 361.080, RSMo., 1986 and supplements thereto.

Owner/Officer _____

Title _____

Owner/Officer Signature _____ Date _____

State of Missouri)
County of _____) ss.

Subscribed and sworn to before me this _____ day of _____, 19 _____

My Commission expires _____, 19 _____.

Notary Public



BUSINESS FINANCIAL STATEMENT

BUSINESS NAME
OF APPLICANT/LICENSEE _____

ADDRESS _____

TELEPHONE NO. _____

NAME OF PREPARER _____

BALANCE SHEET

AS OF _____

ASSETS		LIABILITIES AND CAPITAL	
DESCRIPTION	AMOUNT	DESCRIPTION	AMOUNT
Cash		LIABILITIES	
Bank Accounts			
Investments			
Loans Receivable		TOTAL LIABILITIES	
Furniture, fixtures and equipment		Equity Capital or Net Worth	
Other Assets			
TOTAL ASSETS		TOTAL LIABILITIES AND CAPITAL	



PERSONAL FINANCIAL STATEMENT

I, _____ submit herewith the following information and a correct and complete statement of my financial condition as of _____ to the Division of Finance for its confidential use, in connection with the application filed for a mortgage brokers license.

An answer to each item is required. If the answer is "No," "None" or "Not applicable," so state. If an item of information called for is unknown, so state. If space provided on this form is inadequate, attach a separate schedule. All such schedules should be signed and dated.

Table with columns ASSETS and LIABILITIES. Rows include: 1) Cash on hand and in banks, 2) Notes, loans, and other accounts receivable, 3) Merchandise and inventory, 4) Real estate, 5) Machinery and equipment, 6) Marketable securities, 7) Life insurance, 8) Other assets, 9) Accounts Payable, 10) Notes payable to banks, 11) Notes payable to others, 12) Real estate mortgages, 13) Interest and taxes due, 14) Other debts and liabilities, 15) NET WORTH.

NOTE: Notes, accounts receivable, mortgages and other assets considered doubtful, and not included in above financial statement have an estimated value of \$ _____.

CONTINGENT LIABILITIES (If none, so state)

In addition to the debts and liabilities listed above, have you endorsed, guaranteed, or become otherwise indirectly or contingently liable for the debts of others? Yes No If "Yes," give details in the following schedule.

Table for Contingent Liabilities with columns: Name and address of Debtor or Obligor, Name and address of Creditor or Oblige, Description of Collateral, Value of Collateral, Date Obligation (Incurred, Due), Current Amount.

STATEMENT OF INCOME 19__ 19__ 19__ If more than six months CURRENT YEAR

Table for Statement of Income with columns: Description, 19__, 19__, 19__, Current Year. Rows include: Salaries, wages, and commissions from employment; Income from dividends and interest; Net income from rents, royalties and investments; Other income; TOTAL INCOME; Expenses; NET INCOME.



SUPPORTING SCHEDULES

Schedules set forth on this page must agree in total with the appropriate item contained in the Financial Statement on Page 1 of this report. Note: Please attach a current balance sheet and statement of income relative to any investment, the value of which is not readily ascertainable (such as closely held corporations, partnership interests, etc.) when the investment exceeds 10% of total assets.

Schedule A - Real Estate Owned

Description and Location	Title in Whose Name	Date Acquired	Cost	Insurance	Current Value
					\$
carried forward to item 4, page 1					Total \$

Schedule B - Marketable Securities

Description	Amount	Description	Amount
	\$		\$
carried forward to item 6, page 1			TOTAL \$

Schedule C - Other Assets

Description and Basis for Valuation	Value
	\$
carried forward to item 8, page 1	
Total	\$

Schedule D - Notes Payable to Banks

Name of Creditor	Security	Date Due	Amount
			\$
carried forward to item 10, page 1			TOTAL \$

Schedule E - Notes Payable to Others

Name of Creditor	Security	Date Due	Amount
			\$
carried forward to item 11, page 1			TOTAL \$

Schedule F - Real Estate Mortgages Payable

Name of Creditor	Location of Property	Date Due	Amount
			\$
carried forward to item 12, page 1			TOTAL \$

Schedule G - Interest and Taxes Due and Unpaid

Description	Payable To	Date Due	Amount
			\$
carried forward to item 13, page 1			TOTAL \$

Schedule H - Other Debts and Liabilities

Description	Date Due	Amount
carried forward to item 14, page 1		TOTAL \$



RESUME

NAME:	DATE OF BIRTH:
HOME ADDRESS (City, State, Zip Code, Phone #)	PLACE OF BIRTH:
BUSINESS ADDRESS (City, State, Zip Code)	PERCENT OWNED IN MORTGAGE BROKER COMPANY APPLYING FOR LICENSE:
	LENGTH OF RESIDENCE IN COMMUNITY:
Social Security Number or assigned Internal Revenue Identification Number:	Trade names and/or other names used in place of given name:

List principal civic, professional, social, or other organizations in which you have membership:

Résumé of Education:

Have you ever been adjudged a bankrupt or had to work out a compromise with your creditors? ____ Yes ____ No If "Yes," give details in the following schedule.

Title and Nature of Proceeding	Date	Name and Address of Court	Disposition

Are you involved as defendant or plaintiff in any civil litigation? ____ Yes ____ No If "Yes," give details in the following schedule.

Title and Nature of Lawsuit or Proceeding	Date	Name and Address of Court Where Pending	Amount

Have you ever been indicted or pleaded nolo contendere to any criminal matter involving dishonesty or breach of trust in any State or Federal Court? ____ Yes ____ No If "Yes," give details in the following schedule.

Nature of Charge	Date	Jurisdiction & Location	Disposition

EMPLOYMENT RECORD (Include present and all past employment)

From	Date To	Name, Location and Type of Business	Position Held and Nature of Duties

BUSINESS AFFILIATIONS

List all firms, companies, corporations, or other business organizations of which you are at present a director, officer, employee, partner, or owner.

Name and Location	Type of Business	Position Held

CERTIFICATE

I hereby certify that the foregoing information and statement of financial condition is true and correct to the best of my knowledge and belief and that said information and statement of financial condition are submitted voluntarily by me to the Division of Finance for its confidential use. I understand, however, that notwithstanding the foregoing, the Division of Finance may release all or part of the information furnished herein where such release is made in connection with the investigation of a possible violation of any Federal or State statute (or where such release is determined to be in the best interests of the Division of Finance and consistent with the public interest and applicable law).

Date signed

Signature in Full



IN THE MISSOURI DIVISION OF FINANCE

RESIDENTIAL MORTGAGE BROKERS LICENSE ACT

NOTICE OF INTENT TO ESTABLISH ADDITIONAL FULL-SERVICE OFFICE

NOTICE REQUIREMENT

Each Licensee who intends to operate and maintain an Additional Full-Service Office shall file this Notice of Intent to Establish an Additional Full-Service Office thirty days prior to the proposed opening of such office. (Section 443.839 Regulation 4 CSR 140-30.030(5))

FEE REQUIREMENT

Each Notice of Intent to Establish an Additional Full-Service Office shall be accompanied by an Additional Full-Service Office Fee of \$10.00. Checks shall be made payable to the Division of Finance.

MAILING INSTRUCTIONS

This Notice, together with the Additional Full-Service Office Fee of \$10.00, must be filed with the Division of Finance, Harry S Truman State Office Building, Room 630, P.O. Box 716, Jefferson City, Missouri 65102-0716.

LICENSEE NAME _____

LICENSE NUMBER _____

LICENSEE ADDRESS _____

CITY, STATE, ZIP _____

PHONE NUMBER _____

CONTACT PERSON _____

ADDITIONAL FULL-SERVICE OFFICE ADDRESS _____

CITY, STATE, ZIP _____

MANAGER/OPERATOR _____

PHONE NUMBER _____ ANTICIPATED OPENING DATE _____

HOURS OF OPERATION _____ NUMBER OF EMPLOYEES _____

DOF - 8-2-95



VERIFICATION

UNDER PENALTIES AS PROVIDED BY LAW, including the Residential Mortgage Brokers License Act, the undersigned certifies that the information set forth in this Notice is true and correct. The undersigned further certifies that all other information provided by the Licensee to the Division of Finance remains true and correct.

In addition to the Act and Rules generally, the Licensee agrees to comply with all of the Act and Rules' Additional Full-Service Office and Full-Service Office requirements set forth at Sections 443.803(11), 443.841 and 443.857, of the Act and Regulations 4 CSR 140-30.030(5) and 4 CSR 140-30.040(10) of the Rules.

This verification must be signed by the owner, if the licensee is a sole proprietorship; by all partners, if the licensee is a partnership; by all directors, if the licensee is a corporation; by all members, if the licensee is an association; or by all managers and all members retaining any authority or responsibility under the operating agreement, if the licensee is a limited liability company.

LICENSEE NAME _____

LICENSE NUMBER _____

By: _____ Date: _____
(Print Name and Title)

State of _____)
County of _____)

SUBSCRIBED AND SWORN TO BEFORE ME THIS
_____ DAY OF _____, 19 _____.

NOTARY SIGNATURE _____

(Seal)